



Posted: November 19, 2013
Amended: November 26, 2013

CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
DEPARTMENT OF STATE
DIVISION OF PROFESSIONAL REGULATION

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: WWW.DPR.DELAWARE.GOV

PUBLIC MEETING NOTICE:	Delaware Board of Funeral Services
DATE AND TIME:	Tuesday, November 26, 2013 at 10:00 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room B , second floor of the Cannon Building

AMENDED AGENDA
(Amended items are indicated by an asterisk*)

- 1.0 **CALL TO ORDER**
- 2.0 **REVIEW AND APPROVAL OF MINUTES**
 - 2.1 September 24, 2013
- 3.0 **CONSIDERATION OF MOTION FOR TEMPORARY SUSPENSION**
 - 3.1 Deborah Harris-Nock, Funeral Director 10:15 a.m.
- 4.0 **UNFINISHED BUSINESS**
 - 4.1 Miller Funeral Home Establishment Permit
 - 4.2 Bennie Smith - Compliance Issue
- 5.0 **NEW BUSINESS**
 - 5.1 **RATIFICATION OF LICENSURE**
 - 5.1.1 Laura Smith, Funeral Resident Intern
 - 5.1.2 Kevin Smith, Funeral Director
 - 5.2 **REVIEW OF RESIDENT INTERN REPORTS**
 - 5.2.1 Scott A. Clemens (1st Quarter)
 - 5.2.2 Sara E Chandler (1st Quarter)*
 - 5.3 **REVIEW OF APPLICATIONS FOR LICENSURE**
 - 5.3.1 Brian Clymer (Funeral Director)
 - 5.3.2 Cynthia Reimbold (Funeral Director)
 - 5.3.3 Tracy Bailey (Funeral Director)*
 - 5.4 **REVIEW OF APPLICATIONS FOR CONTINUING EDUCATION APPROVAL**
 - 5.4.1 Regulatory Support Services, Inc.
 - 5.4.1.1 *Understanding the New Safety Data Sheets and Infectious Disease*, various dates, Requesting 3 CEUs
 - 5.4.2 The International Conference of Funeral Service Examining Boards*
 - 5.4.2.1 *110th Annual Meeting*, February 26-27, 2014, Requesting 22.5 CEUs
 - 5.5 **JOINT SUNSET REVIEW PROCESS OVERVIEW**
 - 5.5.1 Review of Joint Sunset Questionnaire

6.0 COMPLAINT UPDATES AND CONSENT AGREEMENTS

6.1 Complaint Updates

6.1.1	Complaint 27-02-13	New Complaint – Not Assigned
6.1.2	Complaint 27-19-12	Closed by the Division
6.1.3	Complaint 27-17-12	Closed by AG – Insufficient Evidence*
6.1.4	Complaint 27-15-12	Closed by AG – Insufficient Evidence*
6.1.5	Complaint 27-18-12	Closed by AG – Insufficient Evidence*
6.1.6	Complaint 27-01-11	Correspondence From Respondent *

6.2 HEARING OFFICER RECOMMENDATIONS - None

6.3 CONSENT AGREEMENTS - None

7.0 CORRESPONDENCE

7.1 The Conference – Renewing Membership

7.2 The Conference – Election for District Director to The Conference Board*

8.0 OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)

9.0 PUBLIC COMMENT

10.0 NEXT MEETING – Tuesday, January 28, 2014 at 10:00 a.m., Second Floor Conference Room B of the Cannon Building located at 861 Silver Lake Boulevard, Dover, DE 19904

11.0 ADJOURNMENT

Please Take Note: To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date (excluding weekends and State holidays):

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

A final amended agenda will be published to reflect any items received after the original agenda is posted.

Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

BOARD MEMBERS: PLEASE CALL THE BOARD OFFICE AT 302-744-4500 OR EMAIL customerservice.dpr@state.de.us IMMEDIATELY IF YOU CANNOT ATTEND THE MEETING. THANK YOU.